

**NOTICE OF PROPOSED REGULATION AMENDMENT**

Date: May 26, 2006

**REGULATION TITLE:**  
Traffic/Parking Regulation

**REGULATION NO.:**  
6C7-6.007

**SUMMARY OF REGULATION:** To revise the existing traffic/parking regulations.

**AUTHORITY:** BOG Resolution dated January 7, 2003

**NAME OF PERSON WHO INITIATED PROPOSED REGULATION AMENDMENT:**  
John Clark, Manager, Department of Parking and Transportation

**COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW.** The comments must identify the regulation you are commenting on.

**THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS:**

Regulations Administrator  
4000 Central Florida Blvd.  
Millican Hall, Suite 360  
Orlando, FL 32816-0015  
Phone: (407) 823-2482  
Fax: (407) 823-6155  
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**FULL TEXT OF THE PROPOSED REGULATION AMENDMENTS:**

**6C7-6.007 Traffic/Parking Rule.**

(1) General Information.

(a) Definitions.

1. The term "vehicle" shall include bicycles, motorcycles, automobiles, trucks, and other mobile equipment.

2. Decals are printed labels or hang tag permits issued by the university evidencing vehicle registration. For the purposes of this rule, the words “decal” and “permit” are synonymous.

3. The University Parking and Traffic Advisory Committee is composed of two students, two faculty members, one administrative and professional employee, and two USPS employees. The vice president for administration and finance will appoint one member of the committee to serve as chair. The University Parking and Traffic Advisory Committee is the principal advisory body to the president through the vice president for administration and finance, recommending policies and regulations governing traffic and parking on the UCF campus.

4. The University Parking Citation Appeals Committee is composed of one faculty member, four students, two university employees and one chair. The University Parking Citation Appeals Committee has jurisdiction over violations of ~~these~~ the university’s parking regulations. In those cases heard before it, this committee will render decisions adjudicating guilt and will impose appropriate monetary or restrictive penalties. The University Parking Citation Appeals Committee reports to the vice president for administration and finance.

(b) Applicability – The provisions of this rule shall ~~be applicable~~ apply at all times to vehicles ~~which~~ that are operated or parked on the UCF campus. The fines, penalties and other sanctions against persons in violation of the provisions of this rule will be enforced as follows:

1. In the case of a vehicle registered with the ~~Parking Services Office~~ Department of Parking and Transportation, the university shall assess fines for parking violations against the person in whose name the vehicle is registered.

2. In the case of a vehicle not so registered, assessments for parking violations shall be made against the operator if it is determined that the operator at the time of the violation is

associated with the university and, in fact, should have registered the vehicle with the ~~Parking Services Office~~ Department of Parking and Transportation.

3. If a vehicle is not registered with the university and the operator is not associated with the university, fines will be assessed against the vehicle's state registration vehicle certificate holder.

(c) Responsibility – Unless otherwise noted, the ~~Parking Services Office of the University Police Department~~ Department of Parking and Transportation is responsible for the implementation and enforcement of this rule. ~~Requests and~~ for resolution of disputes with regard to the university's parking and traffic regulations, ~~contained in this rule shall be directed to said office~~

(d) Authorizations.

1. Operation of a motor vehicle upon the campus of UCF is a privilege granted by the university. The university is authorized and reserves the right to regulate the use of any of its vehicle parking facilities for the exclusive use of designated groups or individuals.

2. Any individual possessing a valid driver's license may operate a properly registered motor vehicle on the UCF campus in accordance with the provisions of these regulations.

3. UCF police officers and parking patrollers are authorized to issue a university parking and traffic citation to any person or vehicle violating university parking and traffic regulations.

4. Vehicles are subject to immobilization or being towed from the campus, depending upon the need for such action, as set forth in these rules and regulations.

(2) Registration Regulations.

(a) All motor vehicles parked on the UCF campus must be registered with the ~~Parking Services Office~~ Department of Parking and Transportation and have the appropriate parking

permit properly displayed ~~prior to being~~ while parked on campus. This includes vehicles used by evening and special students. Exceptions to this ~~regulation~~ requirement are as follows:

1. Vehicles displaying “government” license plates ~~need not be registered~~.

2. Properly identified Government officials, such as FBI, ATF, US Customs, etc., who park on campus on official business, but whose vehicles are unmarked or do not bear “official” government-issued license plates, may be issued a parking permit free of charge, but for a period of no longer than one day per permit. These permits may be issued at either the Visitors Information Center or the ~~Main Parking Services Office~~ Department of Parking and Transportation.

3. Construction personnel and contractors engaged in projects on campus may park within the designated fenced enclosure of the construction site without a UCF parking permit.

4. Visitors need not register their vehicles but shall comply with subparagraph (i)10. below.

(b) Registration of more than one automobile and one motorcycle is permissible by paying full price for each permanent decal or by purchasing a hang tag permit that is transferable from vehicle to vehicle.

(c) The vehicle registration year begins September 1 and ends August 31 the following year. Each vehicle must be registered no later than the end of the first full week of classes of each fall semester, and no later than the first day following the expiration date of the applicable permit for subsequent semesters. ~~Vehicles not yet registered that are driven onto the campus at a later time during the registration year, must be registered prior to being parked.~~ Free parking is available at the ~~Parking Services Office~~ Department of Parking and Transportation to accommodate the registering of ~~such~~ vehicles.

(d) All individuals who register their vehicles at the university must register them online. Registrants may also purchase their parking permits online with a credit card or buy them in person at the ~~Parking Services Main Office~~ Department of Parking and Transportation in the South Parking Garage.

(e) Decal Display – Issued decals, except hang tags, are to be permanently affixed to the registered vehicle. Decals must be ~~placed on~~ affixed either to the left rear bumper or on the outside of the rear window of the driver's side. Motorcycle decals must be affixed to the left front fork. Decals affixed elsewhere, or temporarily affixed by glue or tape will result in a citation for improper display.

(f) Hang tag permits must be displayed on the rear view mirror with the permit number and expiration date facing forward.

(g) Registrants must register their own conveyance. The ~~University Parking Services Office~~ Department of Parking and Transportation must be notified of any change in ownership or license plate number. ~~A vehicle registration certificate or photocopy must be presented at the time a decal is purchased.~~

(h) Permanent decals are not transferable between individuals or vehicles. Upon sale or other disposal of a registered vehicle, the permanent decal must be destroyed unless the registrant wishes to purchase a replacement decal. If the registrant wishes to purchase a replacement decal, the registrant must remove the original decal from the disposed vehicle and return it (or sufficient fragments thereof, including the decal number) to the Department of Parking and Transportation as proof that the original decal is no longer in use.

(i) Parking permits are sold or issued under the following guidelines:

1. ~~Only~~ ~~the~~ university president, vice presidents, deans and others with exceptional, specific, and justifiable needs as determined and approved by the University Traffic and Parking and Traffic Advisory Committee are eligible to purchase ~~only an~~ “A” permits. An “A” permit authorizes parking in ~~individually a 24-hour reserved “A” spaces, as well as in and~~ any other legal parking space on campus that is not reserved for 24 hours daily use. Only a limited number of 24-hour reserved spaces are available on campus.

2. Except as provided otherwise above in subparagraph (i)1., faculty members, administration and professional (A & P) staff, ~~are eligible to purchase only “B” decals. and~~ USPS employees in pay grade 24 and above ~~are also eligible to~~ must purchase “B” permits. A “B” permits authorizeds parking in designated “B”, “C”, and “D” parking areas or in any parking garage on the campus. Adjunct faculty members may purchase either the “B”, “C”, or Daily Permit, but they must park in the type of facility designated by the permit they choose, or in any parking garage.

3. Except as provided otherwise above in subparagraph (i)2., full-time USPS staff are eligible to purchase only “C” permits. A “C” permits authorizeds parking in designated “C” and “D” parking areas only, or in any parking garage on the campus. Persons who work on campus on a regular basis but are not university employees ~~are eligible to~~ must purchase “C” permits only.

4. All OPS employees ~~are eligible to~~ may purchase ~~only~~ “C” permits only and may must park in designated “C” and “D” parking areas only or in any parking garage on the campus.

5. All students ~~are eligible to~~ may purchase only “D” permits. A “D” permits authorizeds parking in designated “D” parking areas only or in any parking garage on the campus. Graduate

Teaching Assistants, Graduate Research Assistants and all other student OPS employees ~~are~~ eligible to may purchase only “D” permits.

6. All students, staff and faculty parking motorcycles, mopeds, or motor scooters on campus must purchase motorcycle (“MC”) permits. ~~“MC.”~~ An “MC” permit authorize parking in designated motorcycle areas only.

7. Persons holding current, valid, state-issued disabled parking placards, whether “permanent” (blue) or “temporary” (red), or disabled veteran or wheelchair license plates must purchase university ~~disabled~~ (“H”) parking permits at the regular parking fee for their respective category, i.e., ~~F~~faculty, ~~S~~staff, or ~~S~~student, etc. ~~The “H” permit authorizes parking in the “H” or disabled parking spaces only, of any parking facility, including parking garage.~~

8. Employees of the Central Florida Research Park ~~are eligible to~~ may purchase only “RP” permits. An “RP” permit authorizes parking in designated “C” and “D” areas only as well as in any campus parking garage.

9. Special guests of the university shall be issued “G” permits, subject to the availability of such permits. A “G” permit authorizes parking in any legal parking space on campus other than those reserved twenty-four (24) hours a day. Requests for this permit shall be submitted to the ~~Parking Services Office~~ Department of Parking and Transportation.

10. Visitors to the campus shall ~~be issued~~ purchase a dated visitor’s parking permits ~~by~~ at the Visitors Information Center ~~attendant~~ or the Parking Services Office Department of Parking and Transportation ~~personnel~~. ~~These~~ This permits ~~are~~ is to be displayed on the vehicle as instructed and authorizes parking in student (“D”) parking lots unless otherwise directed by the ~~parking~~ parking services personnel. Visitors may also park in any metered parking space by paying the appropriate parking meter fee.

11. ~~Disabled Parking.~~ Persons holding current, permanent state-issued disabled parking permits, disabled veteran or wheelchair license plates, or temporary state disabled parking permits are required to purchase a UCF parking permit of appropriate classification, i.e., “B,” “C,” or “D,” or “Daily Visitor” to park on the campus.

a. Disabled persons with such appropriate permits may park in any available disabled parking space on the campus, including parking garages, except for those spaces that are restricted, such as designated 24-Hour Reserved or Service parking spaces.

b. State-issued disabled parking permits or license plates must be properly displayed on the vehicles and the vehicles must also properly display the appropriate UCF parking permit, ~~in accordance with these rules at the time such vehicles are parked on the campus in order for those vehicles to be legally parking in a disabled space.~~

c. Vehicles bearing disabled permits may also be parked in any other regular parking space on the campus.

12. Temporary parking permits must be obtained when an unregistered substitute vehicle is being parked on campus. ~~A Temporary permits may be obtained at the Visitors Information Center or at the Department of Parking and Transportation during business hours. Between 7:00 a.m. and 8:00 p.m., Monday through Friday, and between 7:30 a.m. and 4:00 p.m., Saturday Summer weekday hours are 7:00 a.m. to 7:00 p.m. These~~ This permits can also be obtained at the Parking Services Office. ~~A Temporary permits for substitute vehicles are~~ is issued at no charge and ~~have~~ allows the same parking privileges as does the permanent decal for which ~~they~~ it substitutes. ~~A Temporary permits shall be issued for a maximum period of fourteen (14) days. A maximum of six (6) temporary permits may be issued to a vehicle in a single semester. Failure to~~



obtain a temporary permit will result in a citation for registration violation. ~~A Temporary permits are~~ is to be displayed on the vehicle dashboard.

13. Replacement permits:

a. Replacement permits shall be issued for ~~\$5.00~~ \$7.50 provided the original permit is returned (even if in remnants) and proof of sale of the original vehicle, or transfer of title is presented. Every effort should be made to keep the removed permit's number intact.

b. When the original permit, or sufficient remnants thereof, is not returned or proof of sale or transfer is not provided, the replacement fee shall be the full fee in effect at the time of the replacement. The full fee also applies to permits to replace those that are reported lost. The replacement fee for a stolen permit is \$20.00; however, if a permit is stolen, a police report must be filed and a stolen permit form signed before a replacement permit may be issued for the \$20.00 fee.

(3) Vehicle Registration Fees for ~~2005-2006~~ the 2006-2007 academic years ~~are as follows:~~  
All fees, as posted, include applicable State Sales Taxes. Vehicle permit fees are subject to change at the beginning of each academic year.

(a) Decal fees for the ~~2005-2006~~ 2006-2007 academic years are:

Classification	3 Semesters	2 Semesters	1 Semester
"B"	<del>\$232</del> <u>\$244</u>	<del>\$232</del> <u>\$244</u>	<del>\$125</del> <u>\$131</u>
"C"	<del>139</del> <u>146</u>	<del>112</del> <u>118</u>	<del>63</del> <u>66</u>
"D"	<del>69</del> <u>72</u>	<del>69</del> <u>72</u>	<del>36</del> <u>38</u>
"H"	The same fee for respective category of the permit the		

~~Purchaser is authorized, "A", "B", "C", "D", etc.~~

"G"	No charge	No charge	No charge
"AV"	<del>105</del> <u>110</u>	<del>105</del> <u>110</u>	<del>51</del> <u>54</u>
"GP"	<del>69</del> <u>72</u>	<del>69</del> <u>72</u>	<del>36</del> <u>38</u>
"LC"	<del>105</del> <u>110</u>	<del>105</del> <u>110</u>	<del>51</del> <u>54</u>
"MC"	<del>36</del> <u>38</u>	<del>24</del> <u>25</u>	<del>15</del> <u>16</u>
"RP"	<del>139</del> <u>146</u>	<del>112</del> <u>118</u>	<del>63</del> <u>66</u>

Daily Visitor ~~\$4.00~~ \$5.00 per day

Temporary, No Charge (available to current permit holders only)

Meters \$1.00 per hour

Pay-By-Space (Visitors Lot Only) \$1.00 per hour for a 2-hour maximum

Beginning with the 2002-2003 academic years, residents of both Lake Claire Apartments and Academic Village must pay a premium of 50% above the regular price of a decal.

NOTE: Parking in Lake Claire Lot H-1 is open to all classifications of parking. Parking Lots H-2 through H-5 are designated for Lake Claire residents only.

(b) Hangtag fees for the ~~2005-2006~~ 2006-2007 academic year are:

Classification	3 Semesters	2 Semesters	1 Semester
“A”	\$ <del>788</del> <u>\$827</u>	\$ <del>530</del> <u>557</u>	\$ <del>275</del> <u>\$289</u>
“B”	348 <u>365</u>	348 <u>365</u>	179 <u>196</u>
“C”	<del>208</del> <u>218</u>	168 <u>176</u>	93 <u>98</u>
“D”	<del>105</del> <u>110</u>	105 <u>110</u>	51 <u>54</u>
“AV”	<del>156</del> <u>164</u>	156 <u>164</u>	79 <u>83</u>
“LC”	<del>156</del> <u>164</u>	156 <u>164</u>	79 <u>83</u>
“RP”	<del>208</del> <u>218</u>	168 <u>176</u>	93 <u>98</u>
“V”	\$ <del>49.00</del> <u>\$51.00</u> monthly and \$ <del>441.00</del> <u>\$463.00</u> annually from date of purchase.		

(4) Parking Regulations.

(a) The responsibility of locating a legal parking space rests with the motor vehicle operator. Lack of a convenient space shall not be considered as a valid excuse for violation of any parking regulation. The fact that a person parks, or observes others parking in violation of any parking regulation without being cited does not mean that the regulation is not in effect.

(b) Except as noted herein, all parking regulations apply twenty-four (24) hours a day, seven (7) days a week and parking areas are restricted to specific decal or decals as designated by posted signs or curb markings. However, after 5:30 p.m. any registered vehicle may ~~utilize~~ use any “B” (Faculty), “C” (Staff) or “D” (Student) parking space except where otherwise specified by appropriate signs or markings. “A” (Reserved 24 hours), and ~~“H” (Disabled)~~ disabled parking spaces shall not be ~~utilized~~ used at any time except by vehicles with decals or certification authorizing use of these specific spaces.

(c) Metered parking is enforced from 7:00 a.m. to 9:00 p.m. on all class days, examination days, registration periods and term breaks. Drivers of all vehicles ~~utilizing~~ using metered spaces are responsible for paying the posted meter fees.

(d) The following parking practices are specifically prohibited:

1. Parking on lawns, landscaped areas, sidewalks, or other areas not specifically designated by signs or curb markings as parking areas. The absence of a “No Parking” sign does not mean parking is permissible in an area.

2. Double parking, parking any portion of a vehicle outside a line or beyond a post or other delineation device indicating a valid parking space or row.

3. ~~Parking so as to block~~ Blocking traffic, other parked vehicles, service areas or spaces, roadways, crosswalks, or wheelchair access aisles and ramps.

4. Parking in an access lane. An access lane is any area that is not designated as a parking space and that provides an avenue for traffic flow.

5. Except as noted in paragraphs (b) and (c) above, parking in any space designated for decals other than the one displayed on the vehicle.

6. Parking in a metered ~~or pay by space area~~ space after the purchased amount of time has expired.

7. Unauthorized parking in ~~“A”, “H” or reserved twenty-four (24) hours~~ 24-hour reserved “A” parking spaces.

8. Unauthorized parking in designated a service areas.

9. Parking an unregistered vehicle without a valid parking permit anywhere on the UCF campus.

10. Displaying a parking permit obtained through willful misrepresentation or theft.

11. Failure to display parking permits properly: not permanently affixed, improperly placed, or not displayed on the vehicle for which purchased.

12. Failure to cancel registration or to destroy parking decal upon disposal of the registered vehicle.

13. Unauthorized or fraudulent use of a parking permit.

14. Parking a bicycle in a motor vehicle space, on disabled ramps, in areas designated by signs as no bicycle parking, on sidewalks or crosswalks, or in any way to ~~hamper~~ impede ingress ~~to~~ or egress ~~from~~ of a building.

(5) Schedule of Parking Violation Fines ~~2005-2006~~ 2006-2007 academic years.

Violation (Description of Fine)	Amount Due
	(if paid within seven (7) working days*)
Unregistered or No Permit Displayed	\$25.00
Improper Display of Permit	\$20.00
Unauthorized or Fraudulent Use of Permit	\$100.00
Expired Registration	\$40.00

Parking in a Disabled Space Without Proper Permit	\$100.00
Blocking a Disabled Ramp	\$50.00
Unauthorized Parking in a 24-Hour Reserved Space	\$50.00
Blocking Traffic or a Roadway	\$30.00
Parking in a Service Vehicle Space Without Proper Permit	\$25.00
Parked Out of Assigned Area	\$20.00
Overtime Parking at a Meter or in a Pay-by-Space Parking Space	\$20.00
Parked in an Undesignated Area	\$25.00
Any Other Parking Violation Not Herein Specified	\$20.00

\*If fine is not paid within seven (7) working days, a \$10.00 late fee will be imposed.

Other Fees:

Immobilization (Boot) Fee	\$50.00
Impoundment Fee	\$20.00

(6) Disposition of Parking Citations.

(a) Payments of non-contested parking citations must be received ~~at by the Parking Services Office~~ Department of Parking and Transportation ~~or the Cashier's Office located in Millican Hall~~ within seven (7) working days from the date of citation issue. A late charge of \$10.00 shall be assessed each citation if payment is received after the seven (7) working day period. Payments shall be made by mail, in person, by telephone, online (at [www.parking.ucf.edu](http://www.parking.ucf.edu)), or by deposit in campus fine collection boxes. Campus fine collection boxes are yellow ~~in color~~ and located at various locations around campus.

(b) When an individual tenders more than forty-nine (49) pennies in payment of a fine, the ~~Parking Services Office~~ Department of Parking and Transportation shall make suitable coin wrappers available and the individual paying a fine shall present the pennies wrapped in \$.50 increments before ~~acceptance of a fine payment in pennies is acknowledged~~ accepted.

(c) Persons unable to pay the violation charge should report to the ~~Parking Services Office~~ Department of Parking and Transportation within seven (7) days from the date of citation issuance and request a payment time extension.

(d) Any person who alleges being unjustly ticketed shall appeal the citation online at [www.parking.ucf.edu](http://www.parking.ucf.edu) ~~at the Parking Services Office~~ within seven (7) working days from the date the citation was issued. The ~~Manager~~ director of the Parking Services Department of Parking and Transportation or an authorized designee shall delete late charges or dismiss the citation altogether if it was issued in error. Appeals not sustained by the ~~Manager of Parking Services~~ director or specified designee shall be heard by the Parking Citation Appeals Committee. Individuals requesting appeals shall be notified of their scheduled hearing date at the time his or her appeal is submitted online. A reminder of the notification will be emailed to the appellant prior to the scheduled appeal date. In addition, appellants shall be notified by email of the committee's decision subsequent to the appeal being heard. ~~Appellants submitting written appeals shall be notified in writing of the committee's decision.~~

(e) The decisions of the Parking Citation Appeals Committee shall be based upon the provisions set forth in this rule and extenuating circumstances, if any, and are final and binding.

(7) Vehicle Immobilization.

(a) Vehicles are subject to immobilization under the following circumstances:

1. The vehicle has accumulated three or more unpaid parking citations, or unpaid citations totaling \$200.00 or more in fines.

2. For law enforcement purposes, in which case an immobilization release fee will not be charged.

(b) Cost of release from immobilization is \$50.00. Release is available from Parking Services Personnel Monday through Thursday, 7:30 a.m. to 6:00 p.m., and Friday 7:30 a.m. to 5:00 p.m., and at all other hours ~~from~~ by the UCF Police Department.

(8) Tow Away – Vehicles are subject to being towed from campus at the owner's expense under the following circumstances:

(a) The vehicle is parked in a hazardous manner, blocking traffic, roadways, crosswalks, sidewalks, handicapped ramps, or creating a hazard such as leaking gasoline.

(b) The vehicle is parked in a space reserved twenty-four (24) hours per day.

(c) When arrangements to release an immobilized vehicle have not been made within forty-eight (48) hours of the original immobilization.

(d) When the vehicle is abandoned on campus for any reason whatsoever for more than forty-eight (48) hours.

(e) When immobilization is not appropriate due to vehicular construction.

(f) When the vehicle owner has previously removed an immobilization device without authorization.

(9) Revocation of Campus Parking Privileges – The ~~director of Parking Services~~ the Department of Parking and Transportation Manager shall revoke the privilege of any person to park a vehicle on campus for a period of one year when it is determined that:

(a) ~~Any~~ That person falsifies or willfully misrepresents vehicle registration information.



(b) ~~That person, whether~~ ~~the~~ owner or operator, displays a fraudulent permit on a vehicle.

(c) ~~Any-That~~ person has accumulated six (6) or more parking citations during an academic year.

(10) Administrative Penalty for Non-Payment of Parking Citations – A student who is delinquent in the payment of parking citations shall not be permitted to register for class, drop or add classes, receive transcripts or diplomas until the debt has been satisfactorily resolved.

(11) Traffic Regulations.

(a) Florida Uniform Traffic Control Law, Chapter 316, F.S., is in effect on campus at all times.

(b) U-turns are prohibited on campus at all times.

(c) Unnecessary noise from horns and mufflers or any other noise making device is strictly prohibited on campus at all times.

(d) Pedestrians have the right of way.

(e) Campus speed limits are 10 mph in parking lots and 30 mph on roads unless otherwise posted.

(f) It is a violation to drive in the direction opposite ~~to~~ that indicated by signs and directional arrows.

(g) Parking bicycles, scooters or vehicles on grass or on sidewalks not used as access areas is a violation. Conveyances used by disabled persons are exempt from this regulation.

(h) Traffic citations issued on campus by university police officers ~~shall~~ may be referred to appropriate local government courts for disposition.

*Authority: BOG Resolution dated January 7, 2003. History—New 3-22-76, Amended 8-19-82, 5-5-83, 8-14-83, Formerly 6C7-6.07, Amended 8-1-88, 9-20-89, 8-12-90, 7-21-91, 10-11-92, 9-8-93, 9-15-96, 8-14-02, 12-8-03, 8-14-05,\_\_\_\_\_.*